

**CONFIDENTIAL**

19 August 1963

MEMORANDUM FOR: CIA Records Administration Officer

SUBJECT: Annual Report of Records Holdings and Equipment  
Inventory for NPIC

As requested in your memorandum of 17 June 1963, forwarded  
herewith is the Annual Report of Records Holdings and Equipment  
Inventory for NPIC.

<u>RECORDS</u>	<u>EQUIPMENT</u>	
	<u>Type</u>	<u>Number</u>
15,314 cu. ft. of records on hand 1 July 1963.	Safes	
	5 drawer	8
14,736 cu. ft. of records on hand 30 June 1963.	4 drawer	63
	2 drawer	47
1,045 cu. ft. destroyed during FY 1963.	Cabinets	
	5 drawer	294
	4 drawer	4
	card sizes (3x5, 5x8, 11M, etc.)	55
	Map Cases	226

Area Records Officer

25X1

25 YEAR RE-REVIEW

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